

Town of Carlisle Affordable Housing Trust Fund

Minutes

August 15, 2016

Present: Karina Coombs; Chair; Carolyn Ing, Vice-Chair; Luke Ascolillo; and William Risso. **Absent:** Nathan Brown; Claude von Roesegen.

Guests: Mark Levitan, Chair and Alan Lehotsky, Vice-Chair, Carlisle Housing Authority; Alexander Brewster, *Carlisle Mosquito*; and Elizabeth DeMille Barnett, Housing Coordinator.

Meeting called to Order at: 6:37 p.m. by Karina Coombs, Chair

Meeting went into Executive Session - To consider the response to an Open Meeting Law Violation filed by E. Lyn Lemaire. Meeting returned to Open Meeting.

1. Welcome to New Members. Karina Coombs, Chair, welcomed the new members to Carlisle Affordable Housing Trust CAHT. Ms. Coombs observed that as members of the CAHT, that there participation on the board would provide a new perspective of the Town's progress toward affordable housing development. She invited Mark Levitan, Chair, Carlisle Housing Authority to review the history and mission of Carlisle's Department of Housing and Community Development (DHCD) compliance agreement, the 2015 Housing Production Plan. Following this, Ms. Coombs and Elizabeth DeMille Barnett, Housing Coordinator, reviewed the affordable housing resource binders, which were provided to all members of the CAHT. They noted that the resources were not meant to be exhaustive, but rather provide a minimal baseline of information on the topic and offered to provide additional affordable housing resources if needed.

2. TILL, Inc. Group Home Update. Mr. Levitan reported that the group home project had received its occupancy permit as well as the Board of Health septic permit.

3. NOAH Benfield Farms update. Mr. Levitan and Ms. Barnett reported that the TD Charity funded photovoltaic installation was currently in progress. Ms. Barnett also reported that Benfield Farms has a multi-year waiting list.

4. Carlisle Elderly Housing Association (CEHA) Village Court long-term unit affordability preservation. Ms. Ing and Ms. Barnett reported that the 11 unit/inplace Section 8/Rural Home certificates had expired in 2014 and were currently renewed on a year to year basis. They noted that this was the case with many of the other Section 8 certificates in developments across the U.S.. They shared that these Section 8 certificates allowed the Village Court units eligibility to be counted on the DHCD SHI and that due to the age of the development (1982) – a regulatory agreement (also known as a deed restriction) had not been required as a financing requirement.

As a proactive measure, they reported that they had met with the Village Court Chair and Vice-Chair, Margaret Franklin and Albert Williams, who expressed commitment to learn about the available options in order to preserve the Village Court developments' unit long-term affordability as well to meet requirements necessary to keep the development on Carlisle's DHCD SHI. Ms. Ing and Ms.

Barnett proposed that Special Counsel be hired, with professional expertise in this area, to work with Village Court, the CAHT, Carlisle Housing Authority (CHA) and DHCD in order to develop a strategy to preserve the developments long-term unit affordability as well to explore long-term options for renewing the Section 8 certificates.

Following discussion, Mr. Ascolillo made a motion to authorize Ms. Coombs to negotiate and enter into a contract with Kathleen O'Donnell, Esquire, Special Counsel not to exceed \$7,000 from the CAHT 2015 Community Housing fund account (CPA) to provide services for the development of strategic path and options for a CEHA Village Court regulatory agreement, working with the CAHT, the CEHA, the CHA, and DHCD as well to explore options and the execution if possible, of renewal of the current Village Court Section 8 certificates. Ms. Ing seconded the motion. All present aye (4-0)

5. Proposed Affordable Housing Forum in collaboration with the CHA. Mr. Levitan initiated the discussion by sharing that producing Affordable Housing Forums was one of the goals agreed to in the 2015 Town of Carlisle Housing Production Plan. He proposed that a joint CAHT/CHA affordable housing forum be held this fall as an opportunity to educate the community about state Chapter 40B requirements as well as an opportunity to discuss the local need for affordable housing. He requested that the CAHT authorize funds to be used to produce the event which would be open to the public and free of charge. He noted that planning work was in progress regarding session topics and venue.

William Risso made a motion to authorize not more than \$300 from the CAHT 2015 Community Housing (CPA) fund account to be used for an Affordable Housing Forum. Ms. Ing seconded the motion. All present aye (4-0), the motion passed.

6. Proposed joint site to area affordable housing. Ms. Coombs reported that she had been on site visits to area affordable housing with Ms. Barnett over the summer. She proposed that a joint site visit to a newly constructed development in Westford be held for both the CAHT and CHA. Ms. Barnett agreed to contact the Town of Westford and coordinate such a visit this fall if possible.

7. Meeting Adjourned at 7:35 p.m.

Respectfully submitted by Elizabeth DeMille Barnett, Housing Coordinator

Documents presented during this meeting:

Documents Distributed:

Affordable Housing Trust Binders

Community Economic Development Assistance Corporation Section 8 Development watch list

Department of Housing and Community Development (DHCD) Subsidized Housing Inventory (SHI) for Carlisle, MA